

Minutes of **CRIC KICK OFF**

Scientific Steering Committee Meeting

Date: April 20, 2015

Time: 1pm-3pm

Place: Copenhagen Trial Unit (CTU) facilities, Tagensvej 22, 2100 Copenhagen N

Invited members: Bodil Steen Rasmussen (BSR), John A. Myburgh (JAM), Ville Pettilä (VP), Ingrid Egerod (IE), Jakob Kjellberg (JK), Jan Bonde (JB), Christian Gluud (CG), Morten H Bestle (MHB), Hans-Henrik Bülow (HHB), Robert Winding (RW), Theis Lange (TL), Helle L. Nibro (HN), Morten H. Møller (MHM), Jens Winther (WIN), Jørn Wetterslev (WET), Anders Perner (AP). **Invited non-members:** Irene Bang Møller, Innovationsfonden (IBM), Birgit Agerholm Larsen, CRIC project manager, (BAL)

Participants: BSR, VP, IBM, AP, WET, IE, CG, MHB, TL, HN, RW, MHM, BAL

Declined: JAM, JK, JB, HHB, JW

Agenda

1. Welcome (AP)
2. Presentation (all, short)
3. Steering committee (AP)
 - a. Appointment of the chair/vice-chair of the Scientific Steering Committee
 - i. *Bodil Steen Rasmussen chair CRIC Scientific Steering Committee*
 - ii. *Robert Winding vice-chair CRIC Scientific Steering Committee*
 - b. *Organization diagram*
 - i. *Since CRIC may be supported financial from other funds than the Innovation Fund Denmark it should be a CRIC Executive Committee at the top of the diagram, followed by the Scientific Steering Committee and then the Program committees, with the Advisory Board in-between the Executive Committee and the Scientific Steering Committee. A new organization diagram will be forwarded.*

4. CRIC Terms of Reference (WET)
 - a. Draft – subject to changes
 - i. *Jørn Wetterslev gave a short introduction to CRIC Terms of Reference (draft)*
 - ii. *General agreement to keep it simple and broad*
 - iii. *Scientific Steering Committee members may forward their suggestions for improvement of the draft until June 15 2015.*
 - iv. *Approval of CRIC Terms of Reference will be on the agenda for the next meeting*
 - v. *All Scientific Steering Committee members and members of program committees shall complete a Conflict of Interests (COI) form and forward this to the CRIC office before the next meeting in September.*
5. CRIC programs on track?
 - a. Stress Ulcer Prophylaxis (MHM)
 - i. *The following is a resume from the All Stakeholder meeting:*
 1. *Invitation forwarded to national sites*
 2. *Authorities approval in progression*
 3. *E-CRF in progression*
 4. *Primary outcome gave rise to some discussion*
 - b. Antipsychotics (HN and IE)
 - i. *Protocol for the cohort study being revised progress*
 - c. Oxygen (BSR)
 - i. *Nothing to report yet*
 - d. Systematic reviews (WET)
 - i. *A PhD student will start May 1st 2015. Invitation to review groups for the 3 planned reviews will be forwarded shortly hereafter.*
 - e. Biostatistics (TL)
 - i. *PhD student position still open until beginning of May.*
 - f. Socio-economic analyses (JK)
 - i. *Nothing to report yet*
6. Economy (BAL)
 - a. *Fundraising is still needed – we do not have coverage for all our operating expenses*
 - b. *We are not allowed to supplement with governmental funding*
 - c. *Contact CRIC office for support and services if/when you have identified relevant regional, national or international funding opportunities*
7. How to use our new homepage - www.cric.nu (BAL)
 - a. *The following is a resume from the All Stakeholder meeting:*
 - i. *Introduction to “Members only” section – Scientific Steering Committee member access only (need a password)*
 - ii. *News feed or subscribe are optional features to receive “post-it’s”. All members will receive an e-mail when any news are posted (when all members have signed up for “News Feed” or have “subscribed” an e-mail from the office will appear redundant)*

- iii. *Comments is an option – as public correspondence or for “Members only”*
 - iv. *The program committees will “release” as many documents as they find relevant for public views to be accessible from the public pages at the homepage*
8. Next meeting
 - a. *Friday, October 9th 2015, 11am-1pm, to be held in Copenhagen*
 9. What to wish for and what to expect – free discussion

Responses to letter from Hans-Henrik Bülow:

1. *Encouragement to do sub-studies/spin-off studies – “titles” may be suggested by the program committees as a service since they are familiar with the research area and the primary protocol.*
2. *A suggestion for a form for applying for sub-studies to main protocols (short sub-study protocols) for clinical trials conducted within CRIC, and rules for reporting results of these in abstracts and articles will be send out before and decided upon at the next steering committee meeting in September.*
3. *Program committees may set op the authorship rules appropriate for the type of trials to be performed*
4. *CRIC affiliation for authors was discussed*
 - a. *CRIC affiliation may course loss of points for the primary institution as they have to be shared equally between the two sites*